

OPERATIONAL PROCEDURES FOR BUNNINGS BBQ

Sausages

Thin beef sausages are purchased from ALDI

2 Extra large Eskies required.

Freeze ice bricks from the lid of the esky two days before.

Further ice may be required in summer.

Third large Eskie required for onions with ice.

Bread

Loaves of white or wholemeal bread are purchased from Aldi

one loaf = 10 sandwiches

500 sausages = 50 loaves

Order from nearest store two weeks in advance.

Check one week in advance, that order is still good to go.

Order 1. = 10 loaves, collected the day before and brought to Bunnings for 0730 start on the day.

Order 2. The remainder of the number required.

Arrange for pick up at 0830 on the day; bring to Bunnings asap (for 0900).

Need to take boxes or bags to put them in: collect tray or large boxes from Harris Farm or other stores when shopping.

Last cost per loaf approx. \$1+

Onions

Onions are fresh sliced; some the day before, rest brought top the BBQ on the day.

Keep cold/on ice.

Sometimes available frozen from supermarkets.

Condiments

500 sausages require:

2 x 2 Ltr tomatoe sauce

8 x 500 ml BBQ sauce

2 x American mustard sauce

1 x cooking oil

Ice, on the day. 5 bags.

CKC BBQ SAUSAGE SIZZLE EQUIPMENT

Nov. 2023

The following equipment is left in the clear box and/or the large esky ready for the next event.

NOTE: the large esky has three ice bricks screwed into the lid. These should be removed **two days before** the BBQ and frozen then returned and screwed into the lid for the event.

CLEAN TABLES equipment: In clear plastic box (1).

Chux

Use spray and wipe to clean tables asap prior to use and at end of day.

Use 'Table antiseptic spray (clear bottle) to clean intermittently.

GENERAL EQUIPMENT

Clear plastic box. (1)

Tissues, masks, medium gloves, straws

Two white plastic trays

CKC aprons.

Large garbage bags, foil trays x 2

Chalk, Blu Tac, masking tape.

Table cleaners, x 2, chux.

Clear plastic box, Bread Box (2);

Bread box with lid to store loaves of bread, remaining in their bags.

NOTE: if bread is all prepared in serviettes and left standing in the box, moisture from the bread dampens the serviettes and they are difficult to manage.

LABELLED SHOPPING BAGS

1. SERVIETTES

Place all serviettes here ready for use.

2. BBQ EQUIPMENT:

Gas lighter (should not be needed as ignition is automatic)

Tongs, various sizes, small knives. These are SHARP - and in a small hessian bag.

Scissors: ONLY use these for separating sausages. **Do not use a knife!**

One large one small metal tray to keep some food hot. Medium chopping board.

3. BBQ CLEANING: Bunnings supplies cleaning equipment and cleaning tools. Use their bucket to fetch HOT water from the cleaning room next to the bathrooms.

BBQ must be thoroughly cleaned at completion of BBQ.

Remove back and side panels to scrub clean

Drip tray must be emptied and washed. BUNNINGS staff INSPECTS!

CKC also provides various cleaning equipment:

BBQ cleaning wipes, BBQ spray cleaner.

Dish washing detergent useful in the hot water to rinse BBQ side panels and benches. Use in conjunction with Bunnings supplies and tools.

NOTE: all rubbish generated by the BBQ must be taken home. Do this during the day and at the end.

Please take your aprons home at the end of the day, wash and return to BBQ coordinator.

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Drinks

Two large eskies with one bag ice in each.

500 sausages requires approx. 250 drinks

Drinks: check Bunnings rules. Last time was 4 varieties ONLY plus WATER!
designated drinks buyer keep your eye out for specials. Buy early.

Other

Serviettes x 500 (or = the sausage order)

Disposable gloves x 2 100 packs

3 x large alfoil trays

Cleaning products for wiping tables as required

CKC aprons in plastic crate

CKC members to supply extra eskies.

Money

Black cash box in kit

Some cash for a float is needed. Square card reader required for card payments.

Ask treasurer or assistant to bring to BBQ on the day or to chorus the Wednesday before.

Questions:

What is Bunnings supplying?

sanitiser? Cleaning products? Drip tray/trough?

What are their COVID safety rules now?

Emergency Procedure - Gas Leaks

Community Group Emergency Procedure

Gas leak – No Fire

- Step 1** If safe to do so, check that the valve has been fully turned off (inc. all burners on the BBQ).
- Step 2** If the valve is off but the cylinder is still leaking, immediately report the problem to a Bunnings Team Member. The Bunnings Team Member will then remove the cylinder to a well ventilated area outdoors (ie. away from people, potential ignition sources and any open drains).
- Step 3** The cylinder should remain in an upright position with the valve at the top.
- Step 4** Bunnings will contact Kleenheat Gas Emergency on 1800 093 336 who will advise on any action to take and also arrange for the safe disposal of the cylinder.

Note: If the leak is significant and gas continues to spread throughout the store, evacuate the immediate area and call the fire brigade on 000.

- Step 6** A Bunnings Team Member will maintain a watch over the area keeping yourself and others at least 20m away.

WHAT NOT TO DO

- Do not drop or tilt the cylinder.
- Do not attempt to expel and disperse gas from the cylinder.

Gas leak – Fire

- Step 1** Evacuate immediate area, raise the alarm with a Bunnings Team Member and evacuate the Sausage Sizzle area.
- Step 2** Immediately alert the Fire Brigade on 000 and give details of the gas leak, cylinder type and size.
- Step 3** Ensure that everyone from the community Sausage Sizzle is accounted for and have evacuated to a safe location.

Operating Procedure

- **For Safety of all involved, no persons under the age of 15 are permitted to operate any equipment. It is recommended that between 3 and 5 people work in the BBQ area.**
- **All persons working on the BBQ and handling food must wear food handling gloves.**
- Enclosed shoes must be worn by all people working the BBQ;
- Hair must be neat and tidy (long hair tied back or wear a hair net);
- Every person involved must wear a shirt (no singlets);
- **All food products either raw or cooked should not be handled with bare hands. Separate equipment should be used for cooked and raw products.**
- Cold food should be kept below 5 degrees, hot food kept above 60 degrees.
- Tables and preparation areas must be kept clean and sanitized at all times and regularly wiped down.
- Bread, onions and meat should only be removed from packaging when cooking and only in the amounts required at that time.
- No raw product should be kept uncovered or out of esky prior to cooking.
- Money should be handled by people not cooking or handling the food product.

Please complete, sign and return the attached confirmation letter which includes a copy of the procedures.

On example

INVOICE for Alison Anderson costs for CKC Bunnings BBQ

Coles:

Tomato sauce 2L x 4 @ \$4.70 each	18.80
BBQ sauce 2L x 2 @ \$4.70 each	9.40
squeeze tomato sauce x 1	1.50
squeeze BBQ sauce x 1	1.50
American Mustard x 3 @ \$2.70 each	8.10
Sabco Vinyl gloves (24 pack) x 3 @ \$5.35 each	16.05
Canola oil, 750 ml.	3.95

TOTAL: **\$59.30**

ALDI

Napkins. 4 200 packs @ \$1.79 each	7.16
BP North Rocks: Ice x 4 bags	14.50

GRAND TOTAL: **\$80.90**

Invoices supplied

Note: items e.g BBQ and table cleaning equipment were usable from previous BBQ.

With thanks,
Alison

